LATE ADD/DROP FORM

Name in English: ____________________________________ (in Chinese): ________________________________________________

Daytime Contact No.: _______________________________ Year of Admission: _________________________________

Programme Enrolled: _______________________________

Preferred Method for

☐ By Fax*: ___________________________
☐ By Email*: ___________________________

Notification of Application Result:
*Please write clearly the Fax No. or the Email Address.

COURSE(S) TO BE ADDED

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>For Office Use Only</th>
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<tbody>
<tr>
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<td>APPROVED / NOT APPROVED</td>
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COURSE(S) TO BE DROPPED

<table>
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</thead>
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</table>

Please provide the reason if application is submitted after course commences.

Reason (Please enclose with supporting documents such as doctor’s certificate, letter from principals, etc.):
_______________________________________________________________________________________________________________________

Student’s Signature: ___________________________ Programme Co-Director: ___________________________

Date: ___________________________ Date: ___________________________

NOTE: Students will be notified of the application result by email or by fax. Please send the completed application form together with HK$220 (cheque should be made payable to “The Chinese University of Hong Kong”) to the following address:

Hong Kong Institute of Educational Research
The Chinese University of Hong Kong
Room 204 Ho Tim Building, Shatin, New Territories
Attn: Ms. Alice Sung

For Office Use Only

Update computer record by: ___________________________ Date: ___________________________

Authenticated by: ___________________________ Date: ___________________________

8/2018